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Missionary
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Protestant Episcopal Church

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This HANDBOOK comprises the rules and regulations under which the Program and Budget of the Overseas Department of the National Council is administered. It is issued for the information and guidance of missionaries serving in the overseas fields of the Church.

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DEFINITIONS
(For the purposes of this Handbook)

Bishop	The Bishop of the Missionary District
Church	The Protestant Episcopal Church
Council	The National Council
Convention	The General Convention
Department	The Overseas Department
Director	The Director of the Overseas Department
District Treasurer	Treasurer of the Missionary District
Medical Office	The Associated Mission Medical Office
Missionary	"A minister or member of this Church, or of some Church in communion with this Church in regular standing," who, by action of the National Council, has been appointed to serve the Church overseas.
Program and Budget	That part of the missionary Program of the Church, the "unification, development and prosecution" for which the Overseas Department is responsible, together with the Budget appropriation made by the National Council towards its support.
Society	The Domestic and Foreign Missionary Society of the Protestant Episcopal Church in the United States of America.
Specials	Contributions made towards the support of special projects in the Program which are not entirely supported by the Budget appropriation.

Missionary Appointments

"No person shall, under any power or authority delegated by this Canon, be appointed a missionary who is not, at the time, a minister or a member of this Church, or of some Church in communion with this Church, in regular standing; provided however, that, at the request of the Bishop of a Diocese or Missionary District, other persons not so qualified may be employed in exceptional cases."

Canon 4. Sec. 9

The appointment of a missionary to serve in an overseas field of the Church is made by the Appointments Committee of the National Council. While the appointment is made by the Council, the appointee serves as a missionary of the Church.

A missionary is appointed to serve in a specific field; upon arrival on the field, the missionary is assigned to a specific station or task by the bishop.

A missionary is appointed to serve at the pleasure of the Council.

The Wife of a Missionary

The wife of a missionary is regarded as being in every sense a missionary, though her missionary status is derived from, and is dependent upon, that of her husband.

Domicile

The domicile of a missionary is that address which was registered with the Department when the missionary accepted appointment. The domicile may be changed with the approval of the Director.

Credit for Previous Experience

A new missionary appointee, who has had previous experience in his profession, may be given credit for such experience by being placed on salary at the second, or third, rate of pay at the time of appointment; provided, however, that in no case shall a new missionary appointee be placed on salary above the third rate of pay as shown in the Pay Table.

Term of Service and Furlough Period

The normal term of service in the field is three years with a furlough period of three months.

Pay Table

The following Pay Table shows the basic salaries paid to missionaries serving in the overseas fields:

Service	Single	Married
During first three years	$2,000	$2,800
During next four years	2,100	2,900
During next seven years	2,200	3,000
All over fourteen years	2,300	3,100

Locality Allowance

In those fields where the cost of living is higher than the cost of living in the United States, a Locality Allowance will be granted in addition to the basic salary, such Locality Allowance to be determined by the National Council acting on the joint recommendation of the Treasurer and the Director of the Overseas Department, and shall be based on the actual cost of living on the field, and on the station where the missionary is serving, as compared with the cost of living in the United States. Locality Allowance payments shall begin on the date the missionary arrives on the field, and shall terminate on the date of the missionary's departure from the field. A Locality Allowance will not be paid to a missionary on furlough.

Locality Allowances are payable at the married rate only when both husband and wife, or when one spouse and dependent children, are in residence on the field.

Children's Allowances

Newly appointed missionaries shall file with the Department a report giving the full name, place, and date of birth of each child in the family, if any.

The birth of a child born to missionary parents on the field shall be reported to the District Treasurer.

The birth of a child born to missionary parents on furlough shall be reported to the Director of the Overseas Department.

In any case, the full name, place, and date of birth shall be given.

Children's Allowances begin as of the date of birth and are at the following rates:

From birth to 5th birthday	$200.00
From 5 years to 10th birthday	350.00
From 10 years to 18th birthday	550.00
From 18 years to 22nd birthday	700.00

Children's Allowances cease when the child shall have reached twenty-two years of age, or has completed four years of college, or has accepted remunerative employment, or has married.

Children of retired missionaries shall be granted the Children's Allowances as provided in the rules covering children of missionaries on active duty.

Special Educational Allowance

To the child who reaches twenty-two years of age during the fourth year of college, at which time the Children's Allowance would normally cease, a Special Educational Allowance in the amount of $350.00 shall be granted for the last half of the college year.

Adopted Children

No allowance will be made for the adopted children of missionaries except by special action of the Council.

Missionaries who have adopted children, or who expect to adopt children, should make a report to the Director, giving all the facts, and requesting that the adopted child be given official recognition by the Council and granted the usual Children's Allowance.

Outfit Allowances

Newly appointed missionaries shall be granted Outfit Allowances as follows:

Single missionaries	$300.00
Married missionaries	600.00

An Outfit Allowance is granted to a missionary to enable him to purchase the personal clothing and equipment that will prepare him for service on the field to which he has been appointed. Such allowance is not to be accounted for.

A missionary who is transferred from one field to another may be granted an Outfit Allowance at the discretion of the Director of the Overseas Department.

Travel Allowances

The Council assumes responsibility for the expenses incurred in connection with the missionary's travel from his domicile to his station on the field, and from his station on the field to his domicile. Travel shall be by the most direct route.

If a missionary elects to travel by an indirect route, he may be permitted to do so, but any additional expense incurred as a result of such travel shall be the responsibility of the missionary and any additional travel time shall be counted against his furlough period.

Mode of Travel

The transportation furnished missionary personnel, whether by rail, or ship, or air shall be at the discretion of the Department, and will be arranged so as to insure the safe and timely arrival of the missionary at his destination, with reasonable comfort and convenience and at a reasonable cost.

Baggage

Missionaries are advised to acquaint themselves with baggage regulations and limitations, whether they are traveling by rail, or ship, or air. The Department cannot assume responsibility for the payment of excess baggage charges; such charges must be the responsibility of the missionary.

Living Quarters

Missionaries shall be provided with living quarters on the field. As a rule, such quarters are the property of the Society, but where such housing is not available, an adequate rental allowance shall be provided in lieu thereof.

Missionary dwellings shall be provided with such furniture and household equipment as may be necessary to meet the missionary's needs. Such equipment includes stoves, a refrigerator, beds, tables, chairs, bureaus, chests, etc.

Missionaries must supply their own blankets and bed linens, table linens, china, silverware, curtains, rugs, pictures, etc.

Upon the recommendation of the Bishop and with the approval of the Director of the Overseas Department, a freight allowance may be granted to insure the missionary having the essential furniture and household equipment necessary to meet his minimum needs, such allowance to cover the cost of packing, crating, cartage, wharfage, insurance, and freight. Further, the Director may authorize the purchase of furniture and household equipment to become the property of the Society and to be recorded in the office of the District Treasurer as a part of the inventory of mission property.

Newly appointed missionaries going to the field for the first time should submit to the Director an itemized list of the furniture and household equipment they propose to ship to the field, in order that the Director may authorize shipment of such articles. This list should be submitted at the missionary's earliest convenience, in order that there may be no delay in having the equipment packed and crated for shipment.

Upon the recommendation of the Bishop and with the approval of the Director of the Overseas Department, missionaries retiring from active service, or resigning after at least one full term of service, may be granted a freight allowance to cover the cost of packing, crating, cartage, wharfage, insurance, and freight on a minimum of furniture, household equipment, and personal effects to be shipped from the missionary's station on the field to his domicile.

Approval may be expected in regard to the shipment of such articles as blankets and bed linens, table linen, china, silverware, and such other articles as the missionary was expected to supply, and which were shipped from the States to the field. Approval cannot be given in regard to the shipment of furniture and household equipment purchased on the field by the missionary, or on curios collected in the field.

Board in Institutions

Missionaries living in mission institutions will be expected to pay for their board, light, an heat, and personal services, such as laundry, cleaning, etc. Payment of board and services shall be made to the institution and in an amount to be fixed by the head of the institution, with the approval of the Bishop.

Medical Service on the Field

At stations where medical missionaries are serving, they are to be regarded as the physicians of the missionaries in that area and shall render medical services without charge. The Council will not hold itself responsible for any medical bills incurred by missionaries whenever the services of such medical missionaries are available.

Annual Physical Examinations

Every missionary, and every member of the missionary's family, is expected to have an annual physical examination, unless circumstances on the field prevent. The examination reports shall be sent to the Bishop, who will forward them to the Department for reference to the Medical Office for evaluation and such recommendations as the Medical Office may deem appropriate. The Council assumes responsibility for reasonable costs incurred in connection with the annual examination, unless medical missionaries are available for this service. The Bishop's prior approval should be obtained before incurring expenses for travel and lodging in case examinations cannot be obtained at the missionary's station.

Medical Allowances

The Council assumes responsibility for the payment of medical and dental bills incurred by missionary appointees in accordance with the following provisions:

(1) Medical and dental bills are considered as including charges covering medical, surgical, and dental services, hospitalization, nursing care, the cost of glasses, dentures, and any other equipment required by the missionary to insure health and the proper performance of duty.

(2) All bills covering medical and dental care should be itemized and made out in the name of the missionary.

(3) If the missionary is on the field, the bill should be presented to the Bishop. With the Bishop's written approval, as shown on the face of the bill, the District Treasurer is authorized to pay 80% of the charges.

(4) If the missionary is on furlough, the bill should be presented to the Director of the Overseas Department. With the Director's written approval, as shown on the face of the bill, the Treasurer is authorized to pay 80% of the charges.

(5) Expenses incurred in connection with the straightening of teeth must be authorized in advance by the Director, and the Council's responsibility for such work shall be limited to the payment of 50% of the charges.

(6) No allowance is made for the payment of bills for medicines, but in cases where medicines of an unusually expensive nature are required, a reasonable allowance may be made if recommended by the Bishop and approved by the Director.

(7) The Council assumes full responsibility for the payment of all bills covering examinations required by Council. Reimbursement for expenses incidental to treatments or operations recommended as a result of such examinations is subject to the limitations hereinbefore stated.

(8) Medical and dental allowances of children cease when the child shall have reached twenty-two years of age, or has completed four years of college, or has accepted remunerative employment, or has married; provided, that a child who has reached twenty-two years of age and is completing the fourth year of college, and is receiving a Special Educational Allowance, shall be entitled to receive a medical allowance

Medical Travel Allowances

The Council assumes entire responsibility for the payment of charges covering the travel of a missionary, or a member of a missionary's family, from the missionary's station on the field to a point where adequate medical or dental care is available, and the return journey from such point to the missionary's station. With the Bishop's written approval, as shown on the face of the statement covering such travel expenses, the District Treasurer is authorized to pay such bills.

Should it be necessary for the missionary to be accompanied on such a journey, as mentioned in the paragraph above, the Council will assume responsibility for the payment of the travel expenses of such companion.

Special Medical Care

Where the services of a specialist are necessary, the Director of the Department may authorize such services when recommended by the Bishop and the patient's physician, in conformity with the rule governing medical allowances.

Marriage

A male missionary who marries shall be granted the salary and allowances of a married man effective as of the date of his marriage, but not due and payable until his wife has secured clearance by the Medical Office, and has received the approval required in the case of the wife of a candidate applying for appointment.

A male missionary returning to the field from furlough, who has married during his furlough period, is entitled to receive the re-outfit allowance normally granted a single missionary; his wife is entitled to receive the outfit allowance granted to a newly appointed missionary going to the field for the first time, provided the wife has not previously received an outfit allowance as an appointed missionary.

The services of a woman missionary who marries a man who is not a missionary under appointment by the Council, shall be terminated as of the date of the marriage.

A missionary who marries another missionary will not be granted an additional outfit allowance.

Changes in marital status shall be reported to the Bishop, if the missionary is on the field, and to the Director, if the missionary is on furlough.

Special Appeals

Missionaries are not permitted to make Special Appeals for funds, unless the appeal has the endorsement of the Bishop and the approval of the Committee on Projects and Appeals of the National Council, and then only under such conditions as may be imposed by the Committee.

Special Funds

Funds given to a missionary for his work are the property of the Society. Such funds should be deposited at once with the District Treasurer, or the Treasurer of the Council, in an account which should show the source of the contributions and the purpose for which they were given. Such Specials given towards the support of existing work may be disbursed for such purposes on order of the missionary, or his successor to office.

In the event that a missionary, to whom Special Funds have been given, is transferred from one station to another station within the same district, or from one district to another field, any Special Funds given to him for his work at his old station shall be retained for the use of that station, and disbursed upon the order of the Bishop.

Automobiles

No missionary, while in the employ of the Society, shall drive an automobile unless it is adequately covered by liability and property damage insurance which protects the Society and the Missionary District, as well as the missionary. All other Rules and Regulations for Automobiles Used in Overseas Missionary Districts as currently on file with Field Treasurers must also be observed. Field Treasurers should be consulted with respect to prevailing Rules and Regulations, which are subject to revision from time to time.

Airplanes

No missionary shall pilot an airplane while in the service of the Society, unless the aircraft is adequately covered by liability and property damage insurance which protects the Society as well as the missionary.

Outside Employment

Because missionaries are expected to give full time to the Church's work, no missionary, or missionary wife, shall engage in any gainful employment distinct from that of the Church without first obtaining the consent of the Bishop. Any compensation received from approved outside employment is not to be regarded as personal income, but is to be deposited either with the Council or the District Treasurer, and reported to the Bishop and expended only on such projects as he may approve.

Wills

Every missionary, and every missionary wife, is requested to make a will. The Treasurer of the Council will be glad to provide space in a safe deposit vault for the will of any missionary who may request such services. If the will is not deposited with the Treasurer of the Council, the missionary should notify his family and the Bishop, or the Director, where the will is deposited.

Vacations on the Field

Annual vacations on the field, not to exceed one month, should be granted by the Bishop wherever possible. In all cases, no vacation or departure from one's post may be taken without first obtaining the Bishop's permission.

Annual Reports

Each missionary shall be required to submit to the Director an annual report covering, as clearly and concisely as possible, his ministry and work during the preceding year. Such reports shall be submitted through the office of the Bishop, who will forward them to the Director with his comments. The initial report shall be submitted approximately one year after the missionary's arrival on the field and annually thereafter.

Furloughs

The furlough period begins on the day the missionary arrives at his domicile in the United States, and ends on the day the missionary leaves his domicile for return to the field. Travel time to the States, and return to the field, is not to be counted as a part of the furlough period, provided the most direct route is followed. Where the direct route is not followed, the furlough period will be computed on the basis of the travel time that would have been required had the missionary traveled by the most direct route.

Bishop's Furloughs

The furlough of a bishop corresponds to the furloughs of other missionary personnel on the field in which the bishop is serving. It is suggested that bishops arrange their furloughs to coincide with the meetings of the General Convention.

Emergency Furloughs

An emergency furlough, due to sickness, or other cause, may be granted on the recommendation of the Bishop, and with the approval of the Director. In such a case, the usual travel allowances will be granted, and the salary paid.

Furlough Travel

Missionaries, whether ordained or lay, traveling in the United States and Canada, are entitled to use Clergy Fare Certificates, which reduces the cost of rail and bus transportation considerably. Allowances for transportation are figured on the assumption that Clergy Fare Certificates will be used. These Certificates are issued to cover four railroad zones, or areas: namely, New England, Eastern, Western, and Southern, as well as several bus lines. Application forms for Clergy Fare Certificates must be signed by the missionary; they cannot be signed by a substitute. Application forms for Clergy Fare Certificates are available in the office of the District Treasurer. When a missionary is preparing to return to the States on furlough, and will be using railroad or bus facilities to reach his domicile, he should obtain the appropriate forms from the District Treasurer, should fill out these forms well in advance of his departure, and send them to the Department. The Department will secure the Clergy Fare Certificates and will send them to the missionary on the field, or will see that they are delivered to the missionary at the port of entry into the United States, if the missionary will give a mailing address at the port of entry.

Missionaries on furlough in the States, whose furlough periods extend beyond the 31 of December, should apply to the Department for application forms for Clergy Fare Certificates for the new year, as a Clergy Fare Certificate expires at the end of the calendar year.

The fee charged by the rail and bus lines for the issuance of Clergy Fare Certificates will be paid by the Council in those cases where the Council assumes responsibility for the travel of the missionary. In all other cases, the missionary must pay the fee charged by the rail or bus lines.

Separate Clergy Fare Certificates are required for husband and wife.

Missionaries leaving the field for furlough should make their travel arrangements through the office of the District Treasurer. Missionaries returning to the field, following furlough in the States, should make their arrangements through the office of the Overseas Department.

Furlough Medical Examinations

Immediately upon arrival at home on furlough, the missionary is required to report by letter to the Director of the Overseas Department. Arrangements will be made by the Department, through the Medical Office, for the missionary to have a thorough physical examination by the staff of the Medical Office, or by a physician approved by the Medical Office. No arrangements for return to the field can be made until the Medical Office has given the missionary complete clearance.

In those fields where adequate and authorized medical facilities are available, missionaries may take their physical examinations on the field immediately prior to their departure for furlough. In such cases, the missionary should request the usual medical report forms from the District Office, should have them completed by the examining physician on the field, and should see that they are sent promptly to the Medical Office for evaluation and report to the Department.

Furlough Rental Allowance

When circumstances require, a missionary may be granted a Furlough Rental Allowance for the period of the furlough. Application for such an allowance should be made to the Director of the Department.

Furlough Speaking Appointments

While furloughs are granted primarily in order that the missionary may find time for rest and study, furlough periods offer opportunities to accept speaking appointments. As a rule, such appointments should be made through the Speakers Bureau at the Church Missions House, but may be made personally, in which case the Speakers Bureau would be grateful for a copy of the missionary's schedule of appointments.

Extension of Furlough

The furlough period of a missionary may be extended (1) on the recommendation of the Medical Office, (2) in order that the missionary may do graduate study, (3) in order that the missionary may fill speaking engagements for the Speakers Bureau, (4) on the recommendation of the Bishop, and (5) for other valid reasons. The extension of furlough is subject to Department approval.

Deputies to Convention

The travel expenses of missionaries on furlough, who are Deputies to the General Convention, or delegates to the Triennial Meeting of the Woman's Auxiliary, will be paid from the missionary's domicile to the Convention, and from the Convention to the missionary's domicile.

Missionaries coming on furlough, who are to be Deputies to the Convention, or delegates to the Triennial Meeting, are asked to arrange their furloughs and to make their travel plans so that their attendance at the Convention, or the Triennial Meeting, will require a minimum of travel.

The Council does not assume any responsibility for the travel expenses of a missionary's family in connection with their attendance at the Convention, or the Triennial Meeting, unless they are duputies or delegates, nor can the Council assume any responsibility for the missionary's hospitality while at the Convention or Triennial Meeting.

Return to the Field Following Furlough

A missionary will be returned to the field following furlough only after affirmative action by the Council. The recommendation and request of the Bishop, that the missionary be returned to the field, must be received by the Director at least two months before the beginning of the furlough period, with the Bishop's specific request for return to the field following furlough. There must be presented to the Director, by the Bishop, detailed information as to the missionary's work and contribution while on the field. In cases where the Bishop does not expect to recommend and request the return of a missionary to the field following furlough, he will be expected to inform the missionary of this fact at least two months prior to the beginning of the furlough period and to notify the Director at the same time that he has so informed the missionary.

Re-Outfit Allowances

Missionaries returning to the field following furlough shall be granted Re-Outfit Allowances as follows:

Single missionaries	$100.00
Married missionaries	200.00

Change of Status

The Department is authorized (1) to place a missionary on indefinite leave of absence without salary, (2) to return to active duty status a missionary who is on indefinite leave of absence without salary, (3) to transfer a missionary from one overseas field to another, (4) to accept the resignation of a missionary, and (5) to terminate the services of a missionary.

Extension of Service

The Director, acting upon the recommendation of the Bishop on the field, and at the request of the missionary, is authorized to extend for a year at a time the services of a missionary who, having reached the normal age of retirement, wishes to continue in active service until the missionary shall have reached the age when retirement is compulsory, which age is sixty-eight (68) years for women, and seventy-two (72) years for men.

Terminal Service

A missionary who resigns after completing at least one full term of service on the field, and whose resignation has been accepted by the Council, and who travels from the field to his domicile by the most direct route, shall be entitled to receive his salary and allowances for the period of his travel, plus two months terminal service from the date of his arrival at his domicile; provided, however, that his salary and allowances shall cease if, or when, the missionary accepts other remunerative employment prior to the termination of the terminal service period.

Resignation

A missionary who resigns on his own initiative, prior to the completion of his term of service, shall be required to reimburse the Society for that portion of his travel and allowances which have not been worked out in service on the field. Such reimbursement shall be made on the basis of service rendered on the field as compared with the term of service. This rule applies to a woman missionary resigning to marry a man not under appointment by the Council. This rule does not apply to a missionary resigning to accept a post under the jurisdiction of an overseas missionary bishop, even though the Council makes no appropriation towards the salary for such post.

A missionary who resigns and remains on the field shall not be entitled to a travel allowance.

Disability Allowance

A missionary retiring from the field with the approval of the Bishop and the Council because of disability, may be granted a Disability Allowance by action of the Council.

Termination of Service

The services of a missionary may be terminated by action of the Overseas Department, but only for stated cause.

A missionary whose services have been terminated by the Department may appeal such dismissal to the Appointments Committee.

In case the Appointments Committee shall uphold the action of the Overseas Department in terminating the services of a missionary, the missionary may make final appeal in writing to the President of the Council.

Missionaries whose services are terminated for cause are required to reimburse the Council in conformity with the rule governing reimbursement in case of resignation prior to completion of term of service.

Death of a Missionary

In the event of the death of a married missionary while in active service, an amount equivalent to his salary and allowances, if any, shall be paid to his widow, or dependents, or estate for the month in which death occurs, (if not already paid to the deceased) and for three months thereafter, at the expiration of which time all compensation payments shall cease.

The widow of a missionary who dies while in active service may be granted a pension allowance only by special action of the Council.

Should the wife of a missionary die while in active service, the missionary's salary and allowances, if any, shall be paid at the married rate for the month in which death occurs and for three months thereafter, at the expiration of which time the missionary's salary shall be fixed by Council action.

In the event of the death of a single missionary while in active service, an amount equivalent to his (or her) salary shall be paid to the next of kin or estate for the month in which death occurs (if not already paid to the deceased) and for three months thereafter, at the expiration of which time all compensation payments shall cease.

In the event of the death of a missionary's child for whom a children's allowance is being paid, the children's allowance shall be paid for the month in which death occurs and for three months thereafter, at the expiration of which time such allowance shall cease.

Funeral Allowances

A Funeral Allowance not to exceed $250.00 may be made towards caring for the funeral expenses of a missionary who dies while on active duty, the wife of a missionary who dies on active duty, or the child of a missionary who is on active duty for whom a children's allowance is being paid; provided, that no Funeral Allowance shall be paid in the case where the death benefit has been paid by the Church Pension Fund.

Retirement Age

The Retirement age is sixty-five (65) years for women and sixty-eight (68) years for men. Under authority granted by the Council, missionaries may be permitted to continue in active service beyond the retirement age, but retirement shall be compulsory for women at sixth-eight (68) years and for men at seventy-two (72) years.

Retirement Allowances

Lay Missionaries

Retirement Allowances for Lay Missionaries shall be provided for through the purchase of retirement annuities from the Church Life Insurance Corporation. The premiums of each individual contract will be paid by the Society so long as the missionary is in the active service of the Society.

The Retirement Allowance is in the amount of $1,250.00 a year, commencing on the retirement date of women missionaries who have completed twenty-five (25) years active service with the Society prior to reaching retirement age, and for men who have completed thirty (30) years active service with the Society prior to reaching retirement age.

Those Lay Missionaries who reach retirement age while in the service of the Society, but who have less than the required number of years of active service to entitle them to receive the full benefits of the regular retirement allowance, shall receive a reduced retirement allowance prorated on the ratio that the number of years of active service with the Society bears to the number of years of active service required to earn the full retirement allowance.

The Retirement Allowances as provided herein for Lay Missionaries, shall be in addition to any benefits to which the missionary may be entitled under the provisions of the Federal Insurance Contributions Act (Social Security).

Upon the death of a lay missionary, who has retired for age, his widow shall be entitled to the full retirement allowance which had been paid to her husband, including both the annuity and Social Security, for the month in which his death occurred, and for the following three months, after which her retirement allowance shall be at the rate of a single person.

Should the widow of a retired lay missionary remarry, any retirement allowance which she may be receiving shall cease as of the date of her new marriage.

Retirement Allowances

Ordained Missionaries

Retirement allowances for ordained missionaries shall be at the rate of $1,000. per annum for single men and $1,800. per annum for married men, plus such bonus as may be in force at the time, less such payments as may be made to the retired missionary by The Church Pension Fund.

Upon the death of the wife of a retired ordained missionary, the missionary shall be assured his full retirement allowance as a married man for the month in which his wife's death occurred, and for the following three months, after which his retirement allowance shall be at the rate of a single ordained missionary.

Upon the death of a retired ordained missionary, his widow shall be assured the full retirement allowance which had been paid to her husband for the month in which his death occurred and for the following three months, after which her retirement allowance shall be at the rate of a single person.

A missionary who marries subsequent to his retirement shall receive the retirement allowance for a single missionary.

Should a retired ordained missionary who has been widowed remarry, he shall not be entitled to receive the retirement allowance of a married man, but shall continue to receive the retirement allowance of a single ordained missionary.

Should the widow of a retired ordained missionary remarry, any retirement allowance which she may be receiving

shall cease as of the date of her new marriage.

Should a retired ordained missionary marry the widow of a retired ordained missionary, or a retired missionary, he shall receive thereafter the retirement allowance of a married man, but the retirement allowance which she has previously received shall be discontinued.

Death of a Retired Missionary

In the case of the death of a retired missionary, or the widow of a missionary receiving pension, the full retirement allowance being paid at the time of death shall be paid to the next of kin or estate of the deceased for the month in which death occurred and for the following three months.

Medical Allowances for Retired Workers

The Council assumes responsibility for the payment of the medical and dental bills of retired workers in accordance with rules governing the payment of such bills for missionaries on active duty status.

Employed in the Field

Certain employees, not under appointment by the Council, who are employed on the field by the bishop, have the status of Employed in the Field (EIF). The salary of such a worker is in an amount agreed upon by the bishop and the employee.

Employed in the Field workers are not entitled to receive an Outfit, Travel, or Medical Allowance, nor are they entitled to a Retirement Allowance.

Retired missionaries are not eligible for employment on an Employed in the Field basis.

An Employed in the Field worker may be given appointment as a missionary through the normal procedures followed by the Appointments Committee of the Council. In such a case, and at the time of appointment, the new appointee may be given credit for those years he served on an Employed in the Field basis. The date of his appointment shall determine the date of his first furlough, provided, however, his first furlough may be advanced upon the recommendation and request of the Bishop.